



Zorica Aleksic

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ABOUT ME

My name is Zorica. I am a Serbian translator.

I hold a Master's Degree in English Language and Literature (minor in Italian). I have been teaching English and Italian as a Foreign Language as well as translating from English and Italian into Serbian and vice versa and copywriting. I have a 15-year-experience in translating texts of various kinds (legal, media, marketing, pharmaceutical, social, life sciences, IT, medical, technical, automotive, literal documents, websites, advertisements, politics...) Also, I have been writing, reviewing, and proofreading texts. I live in Belgrade, Serbia and I am a native Serbian speaker.

I graduated from the University of Belgrade, Faculty of Philology with the title Master Teacher of English Language and Literature (minor in Italian).

My projects include translating for Airbnb, Google, Amazon, Clinical Centre of Serbia, Health Centre Rakovica, Polyclinic Eginski, British magazine ISDAM-The Magazine of the International Society of Dental Anxiety Management, FACTA UNIVERSITATIS magazine, TENT Serbia, GSP Beograd, Municipality of Užice, TV5 Užice, Centre for Foreign Languages Kontext, Corroventa, Ghana and Qatar national football team coach...

I won a scholarship from the American Embassy, thanks to which I successfully completed an eight-week course at the Iowa State University (USA), on the application of educational technology in teaching English (Using Educational Technology in the English Language Classroom).

I am a reviewer of the textbook TAM TAM 1 for the first grade of primary school, published by NEW AGE PUBLISHING, 2021.

WORK EXPERIENCE

Translator

[2004 – Current]

- Translating and proofreading texts of various kinds (IT, media, law, medical, technical, literal documents, websites, advertisements, architecture, politics, economics...) from English into Serbian and vice versa as well as from Italian into English and Serbian.

My projects include translating for Airbnb, Google, Clinical Centre of Serbia, Health Centre Rakovica, Polyclinic Eginski, British magazine ISDAM-The Magazine of the International Society of Dental Anxiety Management, FACTA UNIVERSITATIS magazine, TENT Serbia, Corroventa Sweden, E+E Elektronik, Klima BG Solutions, GSP Beograd, Municipality of Užice, TV5 Užice, Centre for Foreign Languages Kontext, Ghana and Qatar national football team coach ...

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English teacher

The English Book, The English Tours [2016 – Current]

Address: Belgrade (Serbia)

Teaching English and translating from English into Serbian and vice versa at summer language camps

English teacher

Primary School Vuk Karadzic- Sremcica [2006 – Current]

Address: Belgrade (Serbia)

Teaching English language and literature as a foreign language

English teacher, translator

Kontext - School for foreign languages [2005 – 2010]

Address: Belgrade (Serbia)

Teaching English language at all levels, translating from English and Italian to Serbian and vice versa

English teacher, Serbian teacher for foreigners

St. Nicolas School [2004 – 2006]

Address: Belgrade (Serbia)

Teaching English and Serbian language

Shop salesperson

A Nevex Printing Centre and Internet Cafe [2004]

Address: London (United Kingdom)

Providing services of selling various products

Reviewer of the textbook

NEW AGE PUBLISHING

Reviewer of the textbook TAM TAM 1 for the first grade of primary school, published by NEW AGE PUBLISHING, 2021

EDUCATION AND TRAINING**Master Teacher of English Language and Literature**

University of Belgrade, Faculty of Philology [2009 – 2011]

Address: Belgrade (Serbia)

Level in EQF: EQF level 7

Acquiring of Present Perfect Tense with Serbian Students

Teacher of English Language and Literature

University of Belgrade, Faculty of Philology [2000 – 2006]

Address: Belgrade (Serbia)

Level in EQF: EQF level 7

Contemporary English language, Translating from English to Serbian and Serbian to English, English literature, American literature, Phonetics, Syntax, Morphology, Contrastive Analysis of English and Serbian language

eCommerce Copywriter

<https://ecommerce.university/> [2018]

Address: (Australia)

eCommerce Copywriter

Introduction to eCommerce Blogging

Copywriting for eCommerce Customers

eCommerce Blog Content Formats

Writing Store Product Page

Using Educational Technology in the English Language Classroom

Iowa State University (USA) [12/01/2021 – 09/03/2021]

Address: 50011 Ames (United States)

LANGUAGE SKILLS

Mother tongue(s): **Serbian**

Other language(s):

English

Italian

LISTENING C2 READING C2 WRITING C2

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2 SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

DIGITAL SKILLS

Microsoft Office / Social Media / Adobe Photoshop / Adobe Acrobat DC / Zoom / Microsoft Teams

Personal skills

Reliability / Written and Verbal skills / Creativity / Responsibility / Organizational and planning skills / Flexibility

PUBLICATIONS

Publications

- ISDAM -The Magazine of the International Society of Dental Anxiety Management, A Depressive Patient in Dental Practice, issue 2, March 2015

- FACTA UNIVERSITATIS, Series: Architecture and Civil Engineering, Collective Habitation in Urban Planning of Jagodina, Serbia, Vol.14, No 2, 2016 <http://casopisi.junis.ni.ac.rs/index.php/FUArchCivEng/article/view/1698/1305>

RECOMMENDATIONS

References available on request

ORGANISATIONAL SKILLS

Organisational skills

-leadership

-good organisational skills

-good team-leading skills

COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

Excellent communication skills gained through my education and experience

JOB-RELATED SKILLS

Job-related skills

-mentoring skills (as a senior teacher I was responsible for the training and induction of new teaching staff)